



## BOARD OF DIRECTORS MEETING NOTICE

**Wednesday, May 13, 2020**

Executive Session will begin at 6:00pm

\*Regular Session will begin at 7:00pm

\*Due to the COVID-19 pandemic, the Board of Directors will hold the meeting telephonically, prohibiting units' owners from attending or making a statement during the open forum. Any unit owner who would have otherwise attended to make a statement may submit a written statement to [sunridge@terrawest.com](mailto:sunridge@terrawest.com). Any statement submitted by 5 p.m. on May 12, 2020 will be read aloud (for up to 3 minutes) during the time devoted to member comments at the beginning of the meeting. The Board apologizes for any inconvenience this may cause; however, the safety of the units' owners, the association's community management team, and any guests requires the association take all reasonable precautions to ensure it is not responsible for the spread of this potentially life-threatening disease.

Note: A regular agenda will be made available to the association's membership per NRS 116.3108. You can obtain a copy of the agenda through your Community Manager five business days before the meeting by contacting her at 702-362-6262 or by email at [sunridge@terrawest.com](mailto:sunridge@terrawest.com).

**Homeowners' Forum:** There will be two forums for homeowners in the Regular Session; one at the beginning of the meeting where you may comment on agenda items only and one at the end of the regular session for comments on general topics. No action can be taken upon a matter raised during the second forum until the matter has been included on a future agenda. Comments may be limited to three minutes and you can't give away your allotted time to expand another owners' time.

**Minutes/Audio Recordings:** The Regular Session will be audio recorded by Management. Copies of the minutes and/or the audio recording will be available from Terra West Management Services by contacting management at 702-362-6262 or by email at [sunridge@terrawest.com](mailto:sunridge@terrawest.com).

As a note, the Board meets in Executive Session which is closed to homeowners to discuss only: matters of litigation; the conduct of a community manager or employee; violations of the governing documents; delinquent assessments; penalties for failure to adhere to construction schedules. Please remember that **executive sessions may not be recorded**. Minutes of Executive Session are confidential and are not available to homeowners. A homeowner may request a copy of the part of the record that pertains to one's self.